

## NOTICE OF INTENT TO AWARD SOLE SOURCE CONTRACT

The Clackamas County-Children Youth and Families Division has the need to procure services to pilot the Strengthening, Persevering and Reunifying Families Services (SPRF) and In Home Safety and Reunification Services (ISRS) programs.

Procurement is sought on a sole source basis with **NORTHWEST FAMILY SERVICES** because this agency has participated in the pilot development since its inception, has completed staff training to navigate the system processes necessary to provide immediate child protection services. The intent is to provide uninterrupted services resulting in children remaining safe in their homes or spending less time in foster care. Given the uniqueness of the service provision, the immediate need for a certain level of expertise, County, in consultation with Oregon DHS, concluded that other vendors were not appropriately prepared to provide needed services at this time.

Notice is hereby given that Clackamas County, through its Procurement Division, invites vendors to submit comments by 1:00 PM, August 03, 2016 to the Procurement Division Directors Office, concerning Clackamas County's intention to award the sole source contract. Contact or submit comments to Clackamas County Purchasing, 2051 Kaen Road, Oregon City, OR 97045, Telephone (503) 742-5444 for more information.

Dated this 27<sup>th</sup> day of July, 2016

Clackamas County Procurement Division

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George Marlton, Procurement Division Director

**SOLE SOURCE PROCUREMENT REQUEST**  
LCRB C-047-0275

Sole Source Procurements should be avoided except when no reasonable alternative source exists. Departments should not conduct informal evaluations of vendors, goods or services and then seek to utilize the sole source procurement process to select one of the evaluated vendors. The purpose of this form is to provide guidance on developing written documentation of why the needed goods or services are available from only one source.

Department: Health, Housing & Human Services- Children, Youth & Families Division

Requestor's Name: Rodney A. Cook Telephone: 503-653-8060

Requested Supplier/Vendor: Northwest Family Services

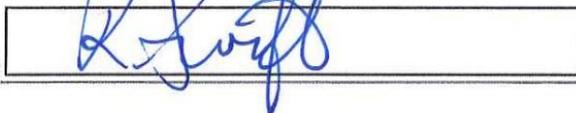
Est. Cost for the Goods/Services: \$176,400 Est. Contract Term (if applicable): July 1, 2016 - June 30, 2017

1. The basis of a sole source determination must meet at least one of the reasons below. Identify at least one of the reasons applicable to the request.

- That the efficient utilization of existing goods requires acquiring compatible goods or services; OR
- That the goods or services required to exchange software or data with other public or private agencies are available from only one source; OR
- That the goods or services are for use in a pilot or an experimental project; OR
- Other findings that support the conclusion that the goods or services are available from only one source (example: the product or service is the only one with the necessary availability, quality, merit or functionality required by the County).

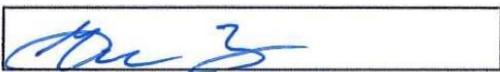
2. Describe the specific circumstances of the request. At a minimum, please explain the following in an attached document:

- Describe and explain any specific requirements, attributes or characteristics driving the need for a sole source.
- What necessary feature(s) does this item/vendor provide which are not reasonably available from any other source?
- State why this procurement must be accomplished on a sole source basis, rather than through a competitive process.
- What steps were taken to verify that there are not alternative goods or services available from other vendors?
- Describe potential future purchases from this vendor under a sole source basis.

Departmental Signature: 

Date: 7.20.16

Approved  Denied: \_\_\_\_\_

Procurement Division Director: 

Date: 7/25/16